



## BOARD OF CORRECTION

"Protecting Idaho through Safety, Accountability,  
Partnerships and Opportunities for Offender Change"

Robin Sandy  
Chair

Jay Nielsen  
Vice-Chair

J.R. Van Tassel  
Secretary

C.L. "Butch" Otter  
Governor

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### Board of Correction Meeting Minutes

October 14, 2011 – 10:00 a.m. – 5:00 p.m. MT  
Idaho Department of Correction  
1299 N. Orchard St., Suite 110, Boise, ID 83706

#### **Members Present:**

Robin Sandy, Chair

Jay Nielsen, Vice-Chair

J.R. Van Tassel, Secretary

Comprising a quorum of Board of Correction (Board)

#### **Others Present:**

Brent Reinke, Director

Debi Jessen, Administrative Assistant

Kevin Kempf, Division Chief, Operations

Tony Meatte, Division Chief, Management Services

Mark Kubinski, Lead Deputy AG

Terri Tomisser, Director, Human Resource Services

Teresa Jones, Administrative Support Manager

See attached attendance list

1. Call to order
  - ❖ Vice-Chair Nielsen called the meeting to order at 9:58 a.m.

2. Recess

**Secretary Van Tassel motioned to recess the meeting to travel to the Idaho Maximum Security Institution (IMSI). Seconded by Vice-Chair Nielsen. Motion carried unanimously.** Meeting was recessed at 10:00 a.m.

3. Tour of IMSI
  - ❖ Board Vice-Chair and Secretary toured F Block at IMSI.

4. Reconvene

**Vice-Chair Nielsen motioned to reconvene the meeting. Seconded by Secretary Van Tassel. Motion carried unanimously.** Meeting was reconvened at 11:45 a.m.

5. Welcome and introductions
  - ❖ Introductions were made for the benefit of visitors.

6. Board of Correction meeting minutes approval

**Vice-Chair Nielsen motioned to accept the minutes for July 27, August 5, and August 29, 2011. Seconded by Secretary Van Tassel. Motion carried unanimously.**

7. Correctional Alternative Placement Program (CAPP) update, Deputy Warden Jeff Henry
  - ❖ Henry shared that the Department and CAPP recently had their first partnership meeting to discuss any issues that have occurred. He also stated that future meetings will occur monthly.
  - ❖ Henry stated that there are currently 68 offenders in the 6-month anger management program.
  - ❖ To date, the 90-day rider program has graduated 1068 offenders with a 96% success rate.
8. Corizon update, Tom Dolan, Regional Vice-President
  - ❖ Dolan briefed the Board on the merger of Prison Health Services and Correctional Medical Services into Corizon. He shared the mission, vision and values for Corizon and introduced Dr. Scott Lossman, Regional Medical Director.
  - ❖ Lossman presented the operational performance measures and clinical performance measures that are monitored by Corizon.
9. Leadership team updates
  - ❖ Operations division, Chief Kevin Kempf
    - ◆ Kempf discussed the execution policy and the process that will be followed.
10. Executive session

**Secretary Van Tassel motioned to adjourn to executive session pursuant to Idaho Code, sections 67-2345(f) and 67-2345(1)(b), at 12:47 p.m. Roll call was taken. Motion carried unanimously.**

- A. *I.C. 67-2345(f)* To communicate with legal counsel for the Idaho Department of Correction to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.
- B. *I.C. 67-2345(1)(b)* To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.

11. Regular session

**Secretary Van Tassel motioned to move out of executive session. Seconded by Vice-Chair Nielsen. Motion carried unanimously. Resumed regular session at 1:50 p.m.**

12. Leadership team updates continued

- ❖ Special Master, Shane Evans, Director, Education, Treatment and Reentry
  - ◆ Evans updated the Board on the visit made by Dr. Stern. Stern will be asking the court to bring in a mental health professional to review that area as he has no expertise with mental health.
- ❖ EPA briefing, Josh Tewalt, Deputy Division Chief, Operations
  - ◆ Tewalt provided the Board with EPA enforcement action options to resolve the issues with the lagoons at Cottonwood. He advised that a decision is required before November 28, 2011.

**Secretary Van Tassel motioned to accept the settlement option to pay a fine, no complaint will be filed, and the EPA will issue an administrative consent decree and final order. Seconded by Vice-Chair Nielsen. Motion carried unanimously.**

- ❖ Management Services, Chief Tony Meatte
  - ◆ Meatte discussed the latest legislative audit and announced that there were no findings as compared to the 2002 audit in which there were nine findings.
  - ◆ Lt. Tim Higgins has been selected as the Deputy Warden of Virtual Prisons; he replaces Shannon Cluney who promoted to Warden of South Boise Women's Correctional Center.

- ◆ Meatte provided the Board with a summary of the current projects.
- ❖ Cottonwood housing, Chief Tony Meatte
  - ◆ Meatte provided the current account balance as it relates to the property in Cottonwood. He presented the available options to surplus the property and also the options available to convey the property to the Idaho Housing and Finance Association.

**Vice-Chair Nielsen motioned to turn the property over to the Bureau of Lands to advertise for sale to other governmental agencies on an “as is” condition. Seconded by Chair Sandy. Motion carried with two ayes and one nay.**

- ❖ Director’s office, Teresa Jones, Administrative Support Manager
  - ◆ Jones introduced Chris Tucker, Quality Assurance Manager. Tucker gave the Board a brief summary of his background and Jones shared the results of a quality assurance survey.
  - ◆ Terri Tomisser, Director of Human Resource Services is retiring on October 20, 2011. She invited members to attend her retirement celebration in the Correctional Industries hall classroom. Jones discussed the interview process to find a new HR director and stated that three candidates have been selected for final interviews.
  - ◆ The legislative team has submitted two items, felony contraband and legislation to change the statutory responsibility for the Substance Use Disorder money.

13. Offender statistics update, Cathy McCabe, Research Supervisor

- ❖ McCabe shared the offender population as of October 13, 2011. She also presented a breakdown of the population for each institution.

14. Statewide supervision responsibilities of adult misdemeanor probation, Sara Thomas, Attorney, State Appellate Public Defender’s Office

- ❖ Thomas provided background information on her research on the question of who is statutorily responsible for managing misdemeanor probationers.

15. Director’s report, Director Brent Reinke

- ❖ Reinke shared with the Board information pertaining to fall leadership meetings being held with leadership staff around the state.
- ❖ He shared information relating to the Idaho Sheriff’s Association pursuing sustainable funding for the Victim Information and Notification Everyday system.
- ❖ Reinke shared the article published in *The Idaho Statesman* relating to the information technology contractor investigation.
- ❖ Reinke shared the agenda for the November 18, 2011, Idaho Criminal Justice Commission (ICJC) meeting which will a joint meeting with the Board of Juvenile Corrections, and Board of Correction.

16. Adjournment

**Secretary Van Tassel motioned to adjourn the meeting. Seconded by Vice-Chair Nielsen. Motion carried unanimously. Meeting adjourned at 4:23 p.m.**

Submitted by:

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Debi Jessen, Administrative Assistant

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Date

Approved by:

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Robin Sandy, Chair

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Date